

CERTIFICATIONS AND ASSURANCES

FY 2003-04

The governing board of the LEA has adopted a policy or resolution declaring its commitment to provide a comprehensive, continuous, community-linked program for expectant and parenting pupils and their children that reflects the cultural and linguistic diversity of the community. (Education Code (EC) § 54745(b)(1)).

By signing and submitting this application, as the duly authorized representative of the LEA applicant, I certify, to the best of my knowledge and belief that the applicant:

- Has participated in the development and annual review of the County Service Coordination Plan. (EC § 54744(b) and (f) and § 54745(b)(2))
- Understands that agency participation in the Cal-SAFE Program is voluntary unless it is a county office of education previously operating a Pregnant Minors Program. (EC § 54745(a)(1) and § 54749.5))
- Understands that if the applicant agency terminates its Cal-SAFE Program, the agency may reapply in a subsequent funding cycle to establish a Cal-SAFE Program but loses its priority for funding. (EC § 54745(a)(6))
- Understands that to continue implementation of the Cal-SAFE Program beyond the initial three years of funding, the agency shall be reviewed by the CDE to determine progress towards achieving the goals set forth in EC § 54742. Thereafter, funded agencies shall be reviewed and reauthorized every five years based upon a process determined by the CDE to continue implementation of a Cal-SAFE Program. (EC § 54745(a)(7))
- Will participate in the data collection and evaluation of the Program and establish and maintain a database in the manner and form prescribed by the California Department of Education for purposes of program evaluation. (EC § 54745(b)(3) and (c)(14))
- Will implement the Cal-SAFE Program in compliance with Title IX of the Education Amendments of 1972 Regulations. (EC § 54745(c)(1))
- Ensures that enrolled pupils retain their right to participate in any comprehensive school or educational alternative programs in which they could otherwise enroll. School placement and instructional strategies shall be based upon the needs and styles of learning of the individual pupils. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the individual parent, child, or both. (EC § 54745(c)(2))
- Will voluntarily enroll pupils into the Cal-SAFE Program on an open entry and open exit basis. (EC § 54745(c)(3))
- Will provide a quality education program to pupils in a supportive and accommodating learning environment with appropriate classroom strategies to ensure school access and academic credit for all work completed. (EC § 54745(c)(4))
- Will provide a parenting education and life skills instruction to enrolled pupils. (EC § 54745(c)(5))

- Will make maximum utilization of available programs and facilities to serve pregnant and parenting pupils and their children. (EC § 54745(c)(6))
- Will provide a quality child care and development program for the children of enrolled teen parents located on or near the schoolsite. (EC § 54745(c)(7))
- Will make maximum utilization of its local school food service program. (EC § 54745(c)(8))
- Will provide special nutrition supplements, as defined by EC § 49553(b), to pregnant and lactating students. (EC § 54745(c)(9))
- Will enter into formal partnership agreements, as necessary, with community-based organizations and other governmental agencies to assist pupils in accessing support services. (EC § 54745(c)(10))
- Will provide staff development and community outreach in order to establish a positive learning environment and school policies supportive of pregnant and parenting pupils' academic achievement and to promote the healthy development of their children. (EC § 54745(c)(11))
- Will maintain an annual program budget and expenditure report to document that funds are expended pursuant to EC § 54749. (EC § 54745(c)(12))
- Will assess no fees to enrolled pupils or their families for services provided through the Cal-SAFE Program. (EC § 54745(c)(13))
- Will coordinate to the maximum extent possible with both Cal-Learn and Adolescent Family Life Program case managers. (EC § 54745(c)(15))
- Will complete an intake procedure for each enrolled pupil and child upon entry and periodically as needed thereafter to respond to the individual needs and differences of pupils and their children (EC § 54746(a))
- Will enroll eligible children in the child care and development component of the program on a voluntary basis. (EC § 54746(c)(1))
- Will maintain funds allocated for student support services and child care and development services in a separate account and will expend them in a manner consistent with statute. (EC §54749(b), (c), and (d))

Applicant LEA

Type Name of Authorized Agent

Title

Signature of Authorized Agent

Date

**CHILD DEVELOPMENT PERSONNEL CERTIFICATION
FY 2003-04**

The California Department of Education (CDE) requires any agency operating a center with child care and development funds to employ fully qualified personnel as defined in:

California Education Code, Sections 54746(c)(6) and 8360
California Code of Regulations, Title 5, Sections 18203 and 18168
Child Development Permit Matrix

Program Director Qualifications:

- A permit issued by the Commission on Teacher Credentialing authorizing supervision of a child care and development program operating in multiple sites. This can be either:
- Child Development Program Director Permit or
- Children's Center Supervision Permit, or
- A current credential issued by the Commission on Teacher Credentialing authorizing teaching service in elementary school or a single subject credential in home economics, and six units in administration/supervision of Early Childhood Education/Child Development (ECE/CD), (not required for any person who was employed as a program director prior to January 1, 1993 in a child care and development program receiving funding by the CDE) and 12 units of ECE/CD or at least two years' experience in an ECE/CD program, or
- An Administrative Services Credential authorizing administration or supervision in public schools in California that includes a preschool authorization.

Center-Based Programs and/or a Family Child Care Home Network: A Program Director who has administrative/programmatic responsibility for the child care program must be employed if the child care component is operated at two or more sites.

Site Supervisor Qualifications:

- A permit issued by the Commission on Teacher Credentialing that authorizes supervision of a child care and development program operating in a single site. This can be either:
- Child Development Site Supervisor Permit, or
- Children's Center Supervision Permit, or
- A current credential issued by the Commission on Teacher Credentialing authorizing teaching service in elementary school or a single subject credential in home economics, **and** six units in administration/supervision of ECE/CD (not required for any person who was employed as a program director prior to January 1, 1993 in a child care and development program receiving funding by the CDE) **and** 12 units of ECE/CD or at least two years' experience in an ECE/CD program, or
- California administrative credential that includes a preschool authorization.

Center-Based Programs: A qualified person at each site must be designated as the Site Supervisor who has operational program responsibility for the program.

Teacher Qualifications:

- A permit issued by the Commission on Teacher Credentialing authorizing service in the care, development, and instruction of children in a child care and development program. This can be either:
 - * A Regular Children's Center Instructional Permit, or
 - * A Limited Children's Center Instructional Permit, or
 - * An Emergency Children's Center Instructional Permit, or
 - * Child Development Master Teacher Permit, or
 - * Child Development Teacher Permit, or
 - * Child Development Associate Teacher Permit (Note: This permit authorizes the holder to supervise Assistant Permit holders and aides) or
- A current credential issued by the Commission on Teacher Credentialing authorizing teaching service in elementary school or a single subject credential in home economics, and 12 units in ECE and/or CD **or** two years' experience in early childhood education or a child care and development program.

Cal-SAFE Teacher Qualification:

- In addition to the requirements to hold a Child Development Teacher Permit or credential authorizing service in a teaching position in child development program, Cal-SAFE teachers must have at least three semester units, or the equivalent number of quarter units of coursework relating to the care of infants and toddlers. (Education Code, Section 54746(c)(6)).

I certify, as the authorized agent representing this agency, I have read and understand the staffing requirements as defined in the statutes mentioned above. All child care staff employed in CDE funded program(s) are, in fact, fully qualified for their respective positions by meeting the appropriate educational and experiential requirements. Exceptions to this certification are persons employed as "Program Director" or "Site Supervisor" who possess a current CDE approved staffing qualifications waiver, or who have requested a waiver from CDE.

Applicant LEA

Type Name of Authorized Agent

Title

Signature of Authorized Agent

Date